

VIRTUAL TOWN MEETING PROCEDURE

Speaking Times

May 17, 2021

The purpose of this resolution is to Voluntarily Limit the speaking times as set forth in Title 1, Article 1, Section 7 of the Town of Arlington Bylaws, which reads as follows, for the duration of the Virtual Town Meeting and as may be subsequently modified by Town Meeting actions.

Section 7. Regulation of Speakers

A. Right to Address Meeting- (ART. 12, ATM – 04/27/92)

The following officers shall have the same power to address the Town Meeting as an elected Town Meeting Member, but they shall not have a vote in the Town Meeting: the Town Moderator, the Town Clerk, the Town Treasurer, the Town Manager, the Superintendent of Schools, the Chairperson of the Select Board, the Assessors of Taxes, the School Committee, the Redevelopment Board, the Finance Committee, the Personnel Board, and the Chairperson of all other Boards, Commissions and Committees established under the bylaws or by a vote of the Town Meeting. In the absence of the Chairperson of any of the foregoing, the Vice Chairperson shall have the rights of the Chairperson.

B. Manner of Speaking - (ART. 28, ATM – 05/06/02)

Every person desiring to speak shall arise, address the chair and on obtaining recognition, shall stand, while speaking, unless the Moderator otherwise directs. A Town Meeting Member who speaks upon any matter in which the speaker or their immediate family has a direct financial interest shall first disclose such interest to the meeting. The words direct financial interest shall include, but not be limited to, employment as attorney or consultant with respect to the matter.

C. Time Limits - (ART. 18, ATM – 04/29/92) (ART. 11, ATM –04/26/99) (ART. 20, ATM – 4/30/12) (ART. 8, ATM-04/27/15)

No person shall speak, or otherwise hold the floor, for the first time on any subject for more than seven minutes, unless, prior to beginning their presentation, the person requests of the Town Meeting a specific extension of time, and the request is granted by a majority vote of the Town Meeting members present and voting.

No person shall speak, or otherwise hold the floor, for a second time on any subject for more than five minutes.

No person shall speak, or otherwise hold the floor, more than twice on any subject except to correct an error, without first obtaining permission of the meeting by obtaining a majority vote of the Town Meeting Members present and voting. After obtaining said permission, the person shall not speak, or otherwise hold the floor, for more than five minutes.

No person shall speak, or otherwise hold the floor on any matter brought up under the Article concerning reports of Committees or under the agenda category for announcements and resolutions, for more than four minutes, unless prior to beginning, their presentation, the person requests of the Town Meeting a specific extension of time, and the request is granted by a majority vote of the Town Meeting members present and voting. Nothing set forth in this bylaw shall be construed to limit the discretion of the Town Moderator to regulate the conduct of the meeting.

Resolved: That in order to assure that this meeting is completed in a timely manner prior to the start of the new fiscal year on July 1, 2021, this Meeting hereby adopts the following Rule of the Meeting:

That the Town Meeting Members shall voluntarily limit, for the duration of this Meeting only, the speaking times will be as follow:

- 1. No person, other than an Articles Proponent shall speak, or otherwise hold the floor, for the first time on any subject for more than **seven minutes**, unless, prior to beginning their presentation, the person requests of the Town Meeting a specific extension of time, and the request is granted by a majority vote of the Town Meeting members present and voting.*
- 2. No person shall speak, or otherwise hold the floor, for the first time on any subject for more than **four minutes**.*
- 3. No person shall speak, or otherwise hold the floor, for the second time on any subject for more than **two minutes**.*
- 4. All prerecorded videos already posted shall remain as posted so that they do not have to be rerecorded and reposted.*